



DONALD L. WOLFE, Director

# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

900 SOUTH FREMONT AVENUE  
ALHAMBRA, CALIFORNIA 91803-1331  
Telephone: (626) 458-5100  
<http://dpw.lacounty.gov>

ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE

REFER TO FILE: **AS-0**

May 29, 2007

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**SECOND-STORY GRAFFITI REMOVAL SERVICES  
SUPERVISORIAL DISTRICTS 1, 2, 4, AND 5  
3 VOTES**

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Find that the contract work is exempt from the provisions of the California Environmental Quality Act (CEQA).
2. Find that these services can be more economically performed by an independent contractor than by County employees.
3. Award two contracts for Second-Story Graffiti Removal Services in the annual sum of \$36,120 for Supervisorial Districts 1 and 4, and \$33,600 for Supervisorial Districts 2 and 5 to Superior Property Services, Inc., located in Santa Ana, California, and direct the Chair to execute these contracts. These contracts will be for a period of one year commencing on July 1, 2007, or upon Board approval, whichever occurs last, with three 1-year renewal options, not to exceed a total contract period of four years. Funds are available in Public Works' 2007-08 Special Road Districts, Public Ways/Public Facilities, and Road Funds.
4. Delegate authority to the Director of Public Works to annually expend up to an additional 25 percent of the annual contract sum for unforeseen, additional work within the scope of the contracts, if required.

5. Authorize the Director to renew the contract for each additional renewal option if, in the opinion of the Director, the contractor has successfully performed the previous contract period and the services are still required; to approve contractor's entity change in accordance with the Board's policy on contractor mergers/acquisition; to approve and execute amendments to incorporate necessary changes within the scope of work; and to suspend it if, in the opinion of the Director, it is in the best interest of the County to do so.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

These contracts are for prompt removal of graffiti on private, residential, commercial, and industrial structures within the zero-tolerance graffiti abatement zones in Supervisorial Districts 1, 2, 4, and 5. A prompt cleanup is considered preventative from the standpoint that if the marks do not remain for long periods, vandals' satisfaction from seeing their marks and having others see them is limited. The potential for fame and recognition, a key motivator for graffiti vandals is directly impacted when the graffiti is quickly removed or buffed out. In severely affected areas, cleanups are essential components of fighting the downward spiral of neighborhood deterioration. Public Works has contracted for these services since 2004. The purpose of this action is to continue contracting for these services.

### **Implementation of Strategic Plan Goals**

The award of these contracts is consistent with the County Strategic Plan Goals of Organizational Effectiveness and Fiscal Responsibility as the contractor has the specialized expertise to provide these services accurately, efficiently, timely, and in a responsive and cost-effective manner.

### **FISCAL IMPACT/FINANCING**

These contracts are for an annual amount not to exceed \$36,120 for Supervisorial Districts 1 and 4, and \$33,600 for Supervisorial Districts 2 and 5, plus 25 percent for unforeseen, additional work within the scope of work of the contracts. These amounts are based on Public Works' estimated annual requirements for the service at the monthly rates quoted by the contractor. These contracts will commence upon July 1, 2007, or upon Board approval, whichever occurs last, for a period of one year with three 1-year renewal options, not to exceed four years.

Financing for these services is included in Public Works' 2007-08 Special Road Districts, Public Ways/Public Facilities, and Road Funds. Funds to finance these contracts' renewal years will be made through Public Works' annual budget process.

Using methodology approved by the Auditor-Controller, Public Works has calculated the cost-effectiveness of contracting for these services. Based on the cost calculations, Public Works has determined that these services can be more economically performed by an independent contractor than by County employees. These Proposition A contracts do not allow for a cost-of-living adjustment for the optional years.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The enclosed contracts have been executed by the contractor and approved as to form by County Counsel.

This work is being contracted in accordance with procedures authorized under County Charter Section 44.7, Part 3, and Chapter 2.121 (Contracting with Private Business) of the Los Angeles County Code. The mandatory requirements for contracting set forth in County Code Section 2.121.380 have been met.

Since these are Proposition A contracts, Public Works has determined that the contractor complies with the requirements of the Living Wage Program (Los Angeles County Code Chapter 2.201) and agrees to pay its full-time employees providing County services a living wage rate of \$11.84 per hour without health benefits.

Public Works has accessed available resources to review and assess the proposed contractor's past performance, history of Labor Law violations, and prior performance on County contracts.

### **ENVIRONMENTAL DOCUMENTATION**

These services are exempt from CEQA pursuant to Section 15301 of the State CEQA Guidelines.

### **CONTRACTING PROCESS**

On February 21, 2007, Public Works solicited proposals from 186 independent contractors and community business enterprises to accomplish this work. Also, a notice of the Request for Proposals (RFP) was placed on the County's bid website (Enclosure A), and an advertisement was placed in the *Los Angeles Times*.

Pursuant to the applicable memorandum of understanding, the RFP for these contracted services was submitted on February 22, 2007, to the Local 660 Union for review before being released to the public. The Union has not asked to meet with Public Works.

On March 21, 2007, one proposal was received for each of the two areas. The proposal was first reviewed to ensure it met the mandatory requirements outlined in the RFP. The proposal, having met these requirements, was then evaluated by an evaluation committee consisting of Public Works staff. The committee's evaluation was based on criteria described in the RFP, which included the price, experience, work plan/staffing plan, financial resources, references, and payroll/labor controls. Based on this evaluation, it is recommended that these contracts be awarded to Superior Property Services, Inc., located in Santa Ana, California. Public Works believes the contractor's price to be reasonable for the work requested.

Enclosure B reflects the proposer's minority participation. The contractor was selected upon final analysis and consideration without regard to race, creed, gender, or color.

These contracts contain terms and conditions supporting Board-sponsored policies, such as contractor responsibility and debarment, jury service requirements, the Safely Surrendered Baby Law, and charitable activities compliance.

Proof of the required Comprehensive General and Automobile Liability insurance policies, naming the County as additional insured, and evidence of Workers' Compensation insurance will be obtained from the contractor before any work is assigned (or started).

As requested by your Board, the contractor has submitted a safety record that reflects its past activities have been conducted according to reasonable standards of safety.

In accordance with the Chief Administrative Officer's June 15, 2001, instructions, this is Public Works' assurance that this contractor will not be requested to perform services that will exceed the contract's approved amount, scope of work, terms and conditions, and/or duration.

#### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The award of these contracts will not result in the displacement of any County employees as these services are presently contracted with the private sector.

The Honorable Board of Supervisors  
May 29, 2007  
Page 5

**CONCLUSION**

Enclosed are three copies of each contract. Upon approval, please return the Contractor Execute and Department Conform copies to this office. The original Board Execute copy should be retained for your files.

One adopted copy of this letter is requested.

Respectfully submitted,

DONALD L. WOLFE  
Director of Public Works

LS

P:\aspub\CONTRACT\LESLIE\GRAFFITI SECOND STORY\2007\BD LTR-AWARD.doc

Enc. 8

cc: Office of Affirmative Action Compliance  
Chief Administrative Office  
County Counsel